



AMERICAN EMBASSY NICOSIA

February 26, 2015

SUBJECT: Request for Architect/Engineer Qualifications

Dear Prospective Offeror:

Architect/Engineer services are needed for various renovation and re-designing projects, such as restroom renovation; for existing office and residential buildings. We will select an Architect/Engineer firm based on technical qualifications. Firms wishing to be considered for this project should submit the completed Standard Form 330.

We will evaluate firms based on the following criteria:

- Relevant, professional qualifications of the firm for the type of work required;
- Specialized experience and technical competence in this type of work required;
- Demonstrated success on similar projects in terms of quality of work and compliance with schedules;
- Capacity to accomplish work;
- Knowledge of locality of project; and,
- Licensed, as required by local law.

Please submit a completed Standard Form 330 by noon, on March 26, 2015, at Metochiou & Ploutarchou Streets, 2407, Nicosia Cyprus, Attention: Contracting Officer. Resumes of key individuals should be attached to this form.

Please direct any questions regarding this, in writing in English, to Aliko Evangelidou, Contracting Assistant, by e-mail to NicosiaContracting@state.gov

Sincerely,

A handwritten signature in blue ink, appearing to read "Rita W. Bopp", with a large, stylized flourish extending from the end of the signature.

Rita W. Bopp
Contracting Officer